

## NEWBERG PLANNING COMMISSION MINUTES

January 12, 2023

### CALL MEETING TO ORDER:

Chair Wright called the meeting to order at 7:00 p.m.

### ROLL CALL

Members Present: Layne Quinn, Jeffrey Musall, Kriss Wright, Michael Griffiths, Linda Newton-Curtis, and, Avery Hansen

Absent: Sharon Capri and Jason Dale

Staff Present: Community Development Director Doug Rux; Office Assistant Fé Bates; Assistant Planner Sam Gudmestad; Planning Manager Clay Downing

**PUBLIC COMMENTS:** None.

### CONSENT CALENDAR

Action: To approve the December 8, 2022 Planning Commission minutes.

Motion: PC Musall

Second: PC Newton-Curtis

Vote: Yes: 6 No: 0 Abstain: 0 Absent: 2 [Capri; Dale]

### ELECTION OF CHAIR AND VICE CHAIR

Chair Wright reviewed the Commission guidelines and made suggestions for changes. The new Planning Commission members introduced themselves.

Action: To place PC Quinn in first seniority and PC Griffiths in second seniority.

Motion: PC Musall

Second: PC Newton-Curtis

Vote: Yes: 6 No: 0 Abstain: 0 Absent: 2 [Capri; Dale]

Action: To appoint PC Wright as Vice Chair.

Motion: PC Newton-Curtis

Second: PC Musall

Vote: Yes: 6 No: 0 Abstain: 0 Absent: 2 [Capri; Dale]

Action: To appoint PC Musall as Chair.

Motion: PC Wright

Second: PC Newton-Curtis

Vote: Yes: 6 No: 0 Abstain: 0 Absent: 2 [Capri; Dale]

### QUASI JUDICIAL PUBLIC HEARING

#### ORDER 2023-03: CUP22-0015: Vacation Rental Home - 2926 N Main Street

Chair Musall opened the public hearing and called for any abstentions, bias, ex parte contacts, or objections to jurisdiction. There were none.

Student Commissioner Hansen read the legal announcements.

Planning Manager Downing presented the staff report. This was a request to use a three bedroom single family dwelling as a vacation rental on N Main Street. He discussed the location and zoning, site view, and applicable criteria. Staff recommended approval with conditions.

There was discussion regarding the rental management company, how the carport had been removed, access, and swimming pool.

Grant and Samantha Schroeder, applicants, said they were using a management company as they were new to vacation rentals. Vacation rentals were a great way to showcase Newberg. They did not have a swimming pool on the property. There was a fence around the house.

Proponents: None

Opponents: Ken Bunn, Newberg resident, did not think this would be similar use to the neighborhood. He was concerned about how the rental would affect the neighborhood, and questioned if it should be allowed in R-1. They would be taking an existing house off the market to use as a rental.

Donald Sires, Newberg resident, was concerned about putting a vacation rental in R-1. It could potentially add traffic and changed the dynamic of the neighborhood. He thought they should put a hold on vacation rentals and decide how many should be allowed in the City, especially since they took potential houses off the market.

Katie Harden, Newberg resident, said she lived next door to this property. Her family would be negatively impacted by the instability, reduced privacy, and decreased safety of the rental. She thought vacation rentals did not belong in neighborhoods.

Eloise Hackett, Newberg resident, lived in this neighborhood. She was concerned for the safety of the school children in the area. The application was for six occupants and there were only five parking spaces. The only driveway backed out on a busy road. She questioned who would be monitoring if quiet hours were not followed. Short term rentals had no vested interest in the community. There should be a cap on short term rentals and she asked questions about how conditional uses worked. She thought they were a drain on public services and recommended pausing this.

Community Development Director Rux talked to some of the items that had been brought up including conditional uses, other vacation rentals in the area, and how they could not put a hold on this application. Staff was doing research on short term rentals.

Mr. and Mrs. Schroeder provided rebuttal. They noted there were other short term rentals nearby. They had a property manager so the property would be managed properly.

PC Wright suggested they put in additional screening to the abutting properties. There was discussion regarding adding a condition for additional screening.

PC Quinn asked if the management company would enforce quiet hours. Mr. Schroeder explained how the noise would be monitored.

PC Quinn suggested the phone number be given to neighbors so they would not have to contact police.

PC Wright asked that the renters be made aware of school children safety.

Chair Musall closed the public hearing.

Chair Musall explained how it was the Commission's job was to make sure the criteria had been met.

Action:	To approve CUP22-0015 with conditions.
Motion:	PC Wright
Second:	PC Griffiths
Vote:	Yes: 5 No: 1 [Newton-Curtis] Abstain: 0 Absent: 2 [Capri; Dale]

#### ORDER 2023-02: CUP22-0014: Vacation Rental Home – 700 E Sheridan St

Chair Musall opened the public hearing and called for any abstentions, bias, ex parte contacts, or objections to jurisdiction.

PC Newton-Curtis recused herself from the hearing as she lived two blocks from this house.

PC Wright had a family member that lived two houses away, but it would not affect her decision.

Student Commissioner Hansen read the legal announcements.

Assistant Planner Gudmestad presented the staff report. This was a request for an existing four bedroom single family dwelling to be used as a vacation rental on E Sheridan Street. He discussed the location and zoning, site view, and applicable criteria. Staff recommended approval with conditions.

PC Wright pointed out typos.

Kaydi Paxman, applicant, said she and her husband lived in Arizona, but came up to Newberg periodically. The plan was to use the house as a vacation rental when they were not using it.

PC Wright asked if there was a pool on the property. Ms. Paxman said no. PC Wright ask what company would be managing the property. Ms. Paxman said I-Trip. PC Wright suggested using a different agency due to numerous complaints.

There was no other public testimony.

Chair Musall closed the public hearing.

Action:	To approve CUP22-0014 with conditions.
Motion:	PC Quinn
Second:	PC Wright
Vote:	Yes: 5 No: 0 Recused: 1 [Newton-Curtis] Absent: 2 [Capri; Dale]

#### ORDER 2023-01: CUP22-0013: Vacation Rental Home – 1738 E Darby Ct

Chair Musall opened the public hearing and called for any abstentions, bias, ex parte contacts, or objections to jurisdiction. There were none.

Student Commissioner Hansen read the legal announcements.

Assistant Planner Gudmestad presented the staff report. This was a request for an existing three bedroom single family dwelling to be used as a vacation rental on E Darby Court. He discussed the location and zoning, site view, and applicable criteria. Staff recommended approval with conditions.

Alex and Tyler Van Hoomissen, applicants, explained the reasons they purchased the home. They were not hiring a property manager as they could manage it themselves.

PC Wright asked about the cleaning services. Ms. Van Hoomissen explained the cleaning and landscaping would be done by other services, but they did not live far away and would check on the property to make sure it was being maintained.

PC Newton-Curtis asked how often they planned to check on the house. Ms. Van Hoomissen said about every two weeks.

There was no other public testimony.

Chair Musall closed the public hearing.

Action:	To approve CUP22-0013 with conditions.
Motion:	PC Wright
Second:	PC Newton-Curtis
Vote:	Yes: 6 No: 0 Abstain: 0 Absent: 2 [Capri; Dale]

### ITEMS FROM STAFF

CDD Rux reviewed the upcoming hearing schedule. He reminded the Commission of the joint session with the City Council on February 6, 2023. Next month's meeting would be held on February 9, 2023.

CDD Rux said if the Commission wanted to make changes to the Commission Guidelines as mentioned earlier, they would need to make a motion to direct staff to do so.

Action: To direct staff to bring back changes to the Commission Guidelines.

Motion: PC Wright  
Second: PC Newton-Curtis  
Vote: Yes: 6 No: 0 Abstain: 0 Absent: 2 [Capri; Dale]

### ITEMS FROM COMMISSIONERS

PC Wright asked if May would be a good date to talk about vacation rentals. CDD Rux would look at the schedule.

There was discussion on how decisions were based on the criteria and that findings were needed to support voting no.

PC Griffiths asked if a moratorium on vacation rentals could be adopted. CDD Rux would look into the regulations.


PC Linda-Curtis thought this should be a priority.

There was further discussion regarding how public comments did not often address the criteria.

PC Wright requested a police officer at the February meeting due to a possibly contentious hearing.

PC Wright recognized Jason Dale's ten years on the Planning Commission. This would be his eleventh year.

**ADJOURNMENT:** The meeting was adjourned at 9:24 p.m.

Attest:   
Jeff Musall, Planning Commission Chair

  
Fé Bates, Planning Commission Secretary